



Issued: November 7, 2019

**TOWN PLAN AND ZONING COMMISSION REGULAR MEETING
WEDNESDAY, NOVEMBER 6, 2019
ROOM 400
TOWN HALL, WEST HARTFORD, CT 06107**

FINAL MINUTES

ATTENDANCE: Chair: Kevin Ahern, Vice Chair: Kevin Prestage, Commissioner: Liz Gillette, Alternates: Gordon Binkhorst, Andrea Gomes. Staff: Todd Dumais, Town Planner; Catherine Dorau, Associate Planner

ABSENT: Commissioners: John O'Donnell, Michele Maresca

CALL TO ORDER/ROLL CALL: 7:00 P.M.

MATTERS FOR PUBLIC HEARING SHALL BE CALLED AT 7:15 P.M.

Gordon Binkhorst seated for Michele Maresca and Andrea Gomes seated for John O'Donnell on all items.

MINUTES:

1. Approval of Minutes:
 - a. Minutes of the Regular Meeting, Monday, October 7, 2019
Motion/Gillette; Second/Gomes; Vote 5-0.

COMMUNICATIONS:

2.
 - a. **380 Tunxis Road** – Letter of Jeff Webster, R.O. and Developer, requesting a 90 day extension of time for the filing of SUB #298. *Request Granted; Motion/Prestage; Second/Binkhorst; Vote 5-0.*
 - b. **77R Orchard Road** – Letter of Current Property owners Mark Miller and Barbara M. Benedict to request a five year extension of IWW#1924 & SUB #296. Originally approved on March 4, 2015, currently expires March 2, 2020, requesting extension to March 2025. *Request Granted; Motion/Prestage; Second/Binkhorst; Vote 4-1.*

NEW BUSINESS:

3. **None**

OLD BUSINESS:

4. **37 Fox Meadow Lane** – Application (IWW #1113) of Robert J. Raboin requesting approval of a map amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford. The proposed amendment is based on an onsite soil survey prepared by a professional soil scientist. (Submitted for IWWA receipt on October 7, 2019. Required public hearing scheduled for November 6, 2019.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0)** (Motion/Gillette; Second/Gomes) (Gomes seated for O'Donnell, Binkhorst seated for Maresca) to **APPROVE** the proposed amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford.

5. **228 Bloomfield Avenue (University of Hartford)** – Application (SUP #1353) of Greg Dumond, Architectural Building Systems, Inc., on behalf of Norman Young, University of Hartford (R.O.), requesting approval of a Special Use Permit for a proposed courtyard on existing lawn area east of the POE dormitory. The courtyard will include a gas fire pit, site landscaping, concrete walks and pavers, and a sitting wall. Also proposed is a small shed. (Submitted for TPZ receipt on October 7, 2019. Required public hearing scheduled for November 6, 2019.) ***Granted with conditions. Motion/Gillette; Second/Binkhorst; Vote 5-0.***

The TPZ acted by **unanimous vote (5 - 0)** (Motion/Gillette; Second/Binkhorst) (Binkhorst seated for Maresca, Gomes seated for O'Donnell) to **GRANT** the Special Use Permit application with conditions. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

1. The proposal meets the finding requirements of Section 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
 - a. The location and size of the use, the nature and intensity of the operations connected with this use, the size of the lot in relation to it and the location of the lot with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
 - b. The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
 - c. The parking, loading, trash and recycling facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.
2. Plans of record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.

3. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by December 2021 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.
4. The letter of approval shall be stripped onto the final plan.

6. **840 North Main Street** – Application (SUP #1351) of Jeffrey Forman, Executive Director of Intensive Education Academy, Inc., requesting approval of a Special Use Permit for the expansion of an existing playground at the Intensive Education Academy. The new playground area will encompass approximately 1/3 of an acre and will be enclosed by fencing. The proposal includes new play equipment, an area with pavers for an outdoor classroom, and drainage improvements. (Submitted for TPZ receipt on October 7, 2019. Required public hearing scheduled for November 6, 2019.)

The TPZ acted by **unanimous vote (5 - 0)** (Motion/Gillette; Second/Prestage) (Binkhorst seated for Maresca, Gomes seated for O'Donnell) to **GRANT** the Special Use Permit application with conditions. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

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 - b. The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
 - c. The parking, loading, trash and recycling facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.
2. Plans of record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.
3. The special use permit approval is subject to full compliance with the Town erosion and sediment requirements and shall be installed and maintained in accordance with the 2002 Connecticut Guidelines for Soil Erosion and Sediment Control as amended.
4. Prior to the start of any site disturbance, all sediment and erosion controls and tree protection shall be installed. Once installed, but before the commencement of any disturbance, the Town Planner shall be notified and provided the opportunity to inspect.
5. The Applicant shall submit final as-built plans certifying that all grading, and Stormwater infrastructure improvements were completed in accordance with the approved plans. Such certification shall be made by a qualified professional.

6. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by December 2021 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.

7. The letter of approval shall be stripped onto the final plan.

7. **847 South Quaker Lane (Beachland Park)** – Application (SUP #1354) of Marc Blanchard, West Hartford Department of Leisure Services and the West Hartford Dog Park Coalition, requesting approval of a Special Use Permit for a temporary fenced-in dog park at Beachland Park. The temporary dog park would run from December 2019 to the end of March 2020. (Submitted for TPZ receipt on October 7, 2019. Required public hearing scheduled for November 6, 2019.) ***Granted with conditions. Motion/Prestage; Second/Binkhorst; Vote 5-0.***

The TPZ acted by **unanimous vote (5 - 0)** (Motion/Prestage; Second/Binkhorst) (Binkhorst seated for Maresca, Gomes seated for O'Donnell) to **GRANT** the Special Use Permit application with conditions. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

1. The proposal meets the finding requirements of Section 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
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 - b. The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
 - c. The parking, loading, trash and recycling facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.
2. In consideration of the requirements of Section 177-42A (5b) of the West Hartford Code of Ordinances, Special Use Permit Application is granted for the three month period commencing on December 15, 2019 and ending on March 15, 2020.
3. The final "Rules of the Park" sign shall be submitted to the Office of Corporation Counsel for review and approval. Said sign shall contain, at a minimum, the eleven rules depicted in the application materials. In addition, a maximum of three dogs per adult user shall be incorporated into the park rules. The final sign shall be placed in a visible location near the gated entrance of the park.
4. Prior to the opening of the park, the enclosure fencing shall be inspected by the West Hartford Building Division.

8. **119 Flagg Road (Westmoor Park)** – Application (IWW #1114) of the Town of West Hartford, (Helen Rubino-Turco, Director of Leisure Services) requesting approval of a map amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford. The proposed amendment is based on an onsite soil survey prepared by a professional soil scientist.

(Submitted for IWWA receipt on October 7, 2019. Required public hearing scheduled for November 6, 2019.) **Approved. Motion/Binkhorst; Second/Gomes; Vote 5-0.**

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0)** (Motion/Binkhorst; Second/Gomes) (Gomes seated for O'Donnell, Binkhorst seated for Maresca) to **APPROVE** the proposed amendment to the Official Inland Wetlands and Watercourses Map of the Town of West Hartford.

9. **119 Flagg Road (Westmoor Park)** – Application (SUP #1352) of the Town of West Hartford, (Helen Rubino-Turco, Director of Leisure Services) requesting approval of a Special Use Permit for the construction of an open-air outdoor classroom structure with a maximum footprint of 25 x 50 ft. The structure includes handicapped accessibility and limited lighting. No sound amplification system is proposed. (Submitted for TPZ receipt on October 7, 2019. Required public hearing scheduled for November 6, 2019.) **Granted with conditions. Motion/Prestage; Second/Binkhorst; Vote 5-0.**

The TPZ acted by **unanimous vote (5 - 0)** (Motion/Prestage; Second/Binkhorst) (Binkhorst seated for Maresca, Gomes seated for O'Donnell) to **GRANT** the Special Use Permit application with conditions. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

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 - c. The parking, loading, trash and recycling facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.
2. Plans of record are incorporated by reference in this approval as fully set forth herein and modified by the conditions below.
3. The special use permit approval is subject to full compliance with the Town erosion and sediment requirements and shall be installed and maintained in accordance with the 2002 Connecticut Guidelines for Soil Erosion and Sediment Control as amended.
4. Prior to the start of any site disturbance, all sediment and erosion controls and tree protection shall be installed. Once installed, but before the commencement of any disturbance, the Town Planner shall be notified and provided the opportunity to inspect.

5. Pursuant to West Hartford Code of Ordinances Section 177-42A (8), the applicant shall return to the TPZ by December 2021 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.
6. The letter of approval shall be stripped onto the final plan.

TOWN COUNCIL REFERRAL:

10. **68-84 North Main Street** - Authorization of the Town Manager to execute a lease with the Universalist Church located at 433 Fern Street. The lease permits the Church utilization of approximately .55 acres of the property at 68-84 North Main Street (accessed off Fern Street) for parking to support church services and events. *Recommend to Approve. Motion/Binkhorst; Second/Gomes; Vote 5-0.*

11. **1553-1559 New Britain Avenue – Ultra Beauty** – Application filed on behalf of Newington Westfarms TMC, LLC, to amend existing Special Development District (SDD) #103. The requested amendment is for architectural modification to the façade and existing pylon sign and for the removal of certain prior SDD conditions of approval regarding use restrictions. Associated Landscaping improvements are proposed. *Recommend to Approve. Motion/Prestage; Second/Gillette; Vote 5-0.*

TOWN PLANNER’S REPORT:

12. **Plan of Conservation and Development Update:** Review of latest draft text for the POCD. *Town Planner, Todd Dumais provided an update and discussed project schedule.*

MEETING ADJOURNED: 11:45 P.M.